

MERIDEN VILLAGE WATER DISTRICT 2019 Operator's Report

The District continued to pursue groundwater discharge of treated effluent in 2019. The four rapid infiltration basins (RIBs) that were constructed in 2017 were in use throughout the year. Horizons Engineering prepared and submitted a report to the EPA and NHDES summarizing the performance of the RIBs. Based on the information gathered over the past two years we believe that groundwater discharge is a viable concept for gaining compliance with the EPA Order. In August, at the suggestion of Horizons Engineering, the District applied for a Northern Borders Regional Commission (NBRC) grant for the construction of seven permanent RIBs and pumping station to move treated effluent to the RIBs. The NBRC program is a grant program from the Federal Government that is for promoting economic development. We received letters of support from the Town and from KUA regarding the project. In September we received news that our project was selected to be funded. A grant in the amount of \$376,000 has been awarded to the MVWD toward a total project cost of approximately \$470,000. An RFP for engineer qualifications was put out in November and based on the RFP submissions, the MVWD Commissioners selected Horizons Engineering to design and oversee the construction of the basins and pump system. Construction is expected to begin in mid 2020 and be completed by the end of the year.

Work on the removal of inflow and infiltration (I&I) from the wastewater collection system continued during the year. Several illegally connected sump pumps were removed from the system and three locations where the collection pipes are damaged were discovered. These will need to be repaired in 2020. Sump pumps are not allowed to be connected to the wastewater collection system.

An asset management plan was developed by the District with help from Horizons Engineering for the wastewater collection and treatment systems owned by the MVWD. Asset management is a tool to help prioritize maintenance and replacement of critical assets. It is also useful in developing budgets and planning upgrades to facilities based on an asset's useful life. The plan was funded by a loan forgiveness program run by the NH DES. The plan cost \$30,000 and the District only had to pay a small amount of interest, the principal repayment was forgiven.

The roofs of all the buildings at the wastewater treatment facility were replaced in June. The original asphalt shingles lasted 36 years. A SCADA system was installed at the MVWD drinking water well pumping station. The system allows for remote data acquisition and equipment control via an online controller.

PFAS testing was required by the NH DES for all public water systems beginning in the fourth quarter of 2019. The MVWD submitted samples in October and the results came back with no detects of the PFAS chemicals. PFAS is present in non-stick and stain blocking coatings. The State was sued by

several communities over the PFAS testing requirements and a judge issued an injunction suspending the testing requirement pending the court proceedings.

MVWD Commissioner Nat Pierson resigned in 2019. Nat served as Commissioner for 8 years. Thank you Nat. Greg Castell has agreed to serve out the remainder of Mr. Pierson's term as Commissioner.

Respectfully Submitted,

William S. Taylor, Certified Operator, Meriden Village Water District

Jeffrey S. Albright

Murray Dewdney

Greg Castell

Commissioners, Meriden Village Water District

THE STATE OF NEW HAMPSHIRE

SULLIVAN, SS.

TOWN OF PLAINFIELD

To the inhabitants of the Town of Plainfield in the said county of Sullivan in said State, who are legal voters residing in the Meriden Village Water District, and qualified to vote in said District affairs:

You are hereby notified to meet at the MERIDEN FIRE STATION in said Meriden Village Water District on Tuesday the seventeenth day of March 2020 at 7:30 p.m. to act upon the following subjects:

ARTICLE 01. To choose the necessary District Officers for the ensuing year, or otherwise as the by-laws direct:

1. A moderator for one year.
2. A clerk for one year.
3. A commissioner for three years.
4. A treasurer for one year.

An auditor for one year.

Such other officers and agents as the voters may judge necessary for the managing of the District's affairs, or as may be directed by law to be chosen.

ARTICLE 02. To see if the District will vote to raise and appropriate the sum of \$35,000 to be added to the Capital Reserve Fund created in 1993 for replacing or upgrading the water distribution system facilities and equipment, pursuant to RSA35:1, with \$24,930 to come from unassigned fund balance, and \$10,070 from the operating budget. The Commissioners recommend this appropriation. (Majority vote required).

ARTICLE 03. To see if the District will vote to appropriate \$470,000 for construction costs on a Rapid Infiltration Basin System at the wastewater treatment facility, with \$376,000 (80%) to come from a Northern Border Regional Commission (NBRC) grant, \$65,000 from the sewer capital reserve fund, and the remaining \$29,000 to come from unassigned fund balance. This article will be non-lapsing until 12/31/2022. The Board of Commissioners is named agent to expend from the capital reserve fund. The commissioners recommend this appropriation (Majority vote required).

ARTICLE 04. To see if the District will vote to raise and appropriate the sum of \$250,450 which represents the operating budget, with \$248,030 to come from user charges and \$2,420 to come from unassigned fund balance. Said sum does not include special or individual warrant articles addressed. The Commissioners recommend this appropriation. (Majority vote required)

ARTICLE 05. To see what action the District will take with regard to the reports of the District officers.

ARTICLE 06. To see what action the District will take with regard to water and sewer user charges.

ARTICLE 07. To enact any other business that may legally come before this meeting.

Given under our hands and seal this eleventh day of February, 2020.

A true copy attest:

Jeffery Albright

Murray Dewdney

Greg Castell

Commissioners Meriden Village Water District

**MINUTES
MERIDEN VILLAGE WATER DISTRICT MEETING
MARCH 19, 2019**

At a legal meeting of the inhabitants of the Meriden Village Water District, in the town of Plainfield, County of Sullivan, State of New Hampshire, qualified to vote in District affairs, held at the Meriden Fire Station on Tuesday the nineteenth of March 2019 at 7:30 p.m., the business was disposed of in the following manner:

The Annual Meeting of the Meriden Village Water District was called to order by Moderator Stephen Taylor.

ARTICLE 01. The following resolution was offered, and it was moved and seconded that it be adopted:

RESOLVED: That the following slate of officers be elected:

Moderator for one year:	Stephen Taylor
Clerk for one year:	Roberta Garfield
Commissioner for three years:	Murray Dewdney
Treasurer for one year:	Donald Garfield
Auditor for one year:	Catherine Legare

The vote was unanimous in the affirmative and the Moderator declared the individuals were elected.

ARTICLE 02. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the District vote to raise and appropriate the sum of twenty thousand dollars (\$20,000), to be added to the Capital Reserve Fund created in 1993 for replacing

or upgrading the water distribution system, pursuant to RSA35:1, with \$17,360 to come from unassigned fund balance and \$2,640 to come from user charges.
It was unanimously voted in the affirmative and the Moderator so declared it.

ARTICLE 03. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the District vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the Capital Reserve Fund created in 1997 for the purpose of replacing or upgrading facilities and equipment for the wastewater treatment system, pursuant to RSA35:1, with said funds to come from unassigned fund balance.
It was unanimously voted in the affirmative and the Moderator so declared it.

ARTICLE 04. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the District raise and appropriate the sum of \$285,992, which represents the operating budget, with \$277,832 to come from user charges, and \$8,160 to come from unassigned fund balance. Said sum does not include special or individual warrant articles addressed.
It was unanimously voted in the affirmative and the Moderator so declared it

ARTICLE 05. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the reports of District Officers as printed in the Town of Plainfield 2018 Town Report be approved, and that a corrected copy be placed on file with the District Clerk.
It was voted in the affirmative and the Moderator so declared it

ARTICLE 06. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED:

1. That District charges for residential sewer service remain at \$115 per quarter.
2. That District charges for sewer service to Kimball Union Academy remain at \$9,730 per month.
3. That District charges for sewer service to Plainfield Elementary School remain at \$550 per month.
4. That District charges for residential water service remain at \$95 per quarter.
5. That District charges for water service to Kimball Union Academy remain at \$6,460 per month.

It was voted in the affirmative and the Moderator so declared it.

ARTICLE 07. There being no further business, the meeting was declared adjourned at 7:50 p.m.

Roberta I Garfield
Robert I. Garfield, Clerk

**Commissioners,
Meriden Village Water District
P.O. Box 84**

Meriden, NH 03770

SUBJECT: 2019 Audit Findings

Gentlemen:

I have reviewed the MVWD Treasurer's 2019 financial records, per RSA 41:31a and 41:31d, and find these records to be complete and accurate to the best of my knowledge.

Catherine Legare Auditor
Meriden Village Water District 01/26/20

**Meriden Village Water District
Water Department Balance Sheet
As of December 31, 2019**

Assets:	
Checking account balance	\$90,409.93
Undeposited funds	\$0.00
Capital Reserve Fund	\$113,637.35
Accounts due District: Water charges due	\$16,874.24
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Total Assets	\$220,921.52
Liabilities:	
Reserve Funds: Capital Reserve	\$113,637.35
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Total Liabilities	\$113,637.35
Fund Balance- Current Surplus	\$107,284.17
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Grand Total	\$220,921.52
Principal Balance Long Term Debt:	
State of NH Revolving Fund	\$272,813.05

**Sewer Department Balance Sheet
As of December 31, 2019**

Assets:	
Checking account balance	\$67,474.32
Undeposited funds	\$0.00
Capital Reserve Fund	\$67,912.25
Accounts due District: Sewer charges due	\$18,531.04
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Total Assets	\$153,917.61
Liabilities:	
Reserve Funds: Capital Reserve	\$67,912.25
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Total Liabilities	\$67,912.25
Fund Balance- Current Surplus	\$86,005.36
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Grand Total	\$153,917.61
Principal Balance Long Term Debt:	
State of NH Revolving Fund	\$127,834.53

**MERIDEN VILLAGE WATER DISTRICT
SEWER DEPARTMENT**

Income	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget
Sewer Charges	\$145,000	\$147,297	\$145,000	\$149,579	\$148,000
Hook-Ups	\$0	\$2,250	\$0	\$0	\$0
Interest	\$0	\$15	\$0	\$87	\$0
From Capital Reserve	\$0		\$0	\$0	\$65,000
Xfer from Water			\$0	\$0	\$0
From Surplus	\$18,980		\$20,800	\$0	\$31,420
Solar Energy Generation	\$0	\$1,541	\$1,500	\$3,506	\$3,500
Other Income	\$29,732	\$144	\$29,732	\$29,741	\$376,000
Total Income	\$193,712	\$151,247	\$197,032	\$182,914	\$623,920
Expenses	Budget 2018	Actual 2018	Budget 2019	Actual 2019	Budget 2020
Office	\$1,200	\$347	\$1,200	\$442	\$1,200
Legal	\$200	\$0	\$200	\$0	\$200
Electricity	\$7,500	\$9,088	\$9,100	\$8,985	\$9,100
Insurance	\$26,000	\$24,150	\$28,000	\$23,808	\$29,200
Maintenance	\$17,000	\$15,603	\$17,000	\$7,416	\$17,000
Telephone	\$1,200	\$1,150	\$1,200	\$1,168	\$1,200
Wages	\$39,000	\$37,050	\$40,000	\$40,806	\$44,800
FICA, Medicare	\$4,400	\$3,786	\$4,400	\$4,086	\$4,500
Retirement	\$7,700	\$6,948	\$7,700	\$7,171	\$7,700
Interest on debt	\$5,600	\$5,574	\$5,020	\$5,016	\$4,460
Principal on debt	\$15,980	\$15,979	\$15,980	\$15,979	\$15,980
Supplies	\$3,000	\$1,532	\$3,000	\$2,256	\$3,000
Effluent Testing	\$4,700	\$647	\$4,500	\$1,005	\$4,500
Vehicle	\$500	\$0	\$0	\$0	\$1,080
Capital Reserve	\$10,000	\$10,000	\$10,000	\$10,000	\$0
Grd. Wtr. Monitoring	\$10,000	\$1,980	\$10,000	\$7,162	\$10,000
Special Projects	\$39,732	\$6,361	\$39,732	\$38,307	\$470,000
Total Expenses	\$193,712	\$140,195	\$197,032	\$173,608	\$623,920

**MERIDEN VILLAGE WATER DISTRICT
WATER DEPARTMENT**

Income	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget
Water Rents	97,000	101,659	98,000	104,879	103,000
Hook-Ups	0	1,500	0	0	0
Hydrant Rentals	3,600	0	3,600	7,200	3,600
Interest	0	27	0	145	0
From Capital Reserve	0	45,000	0	0	0
Transfer From Sewer	0	0	0	0	0
From Surplus	2,780	0	17,360	5,803	24,930
Other Income		108	0	0	0
Total Income	103,380	148,293	118,960	118,026	131,530
Expenses	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget
Office	1,200	802	1,200	453	1,200
Legal	0	0	200	0	200
Electricity	6,000	4,712	5,000	4,709	5,500
Insurance	7,000	5,874	7,000	6,454	7,100
Maintenance	15,000	12,833	15,000	15,360	15,000
Telephone	380	393	400	264	400
Wages	13,000	12,485	14,000	12,735	14,670
Retirement	2,300	2,347	2,660	2,368	2,600
Interest on debt	11,400	11,393	10,300	10,287	9,200
Principal on debt	33,000	32,978	34,100	34,084	35,300
Supplies	2,000	0	2,000	0	2,000
Transfer to Sewer				0	0
Vehicle				0	360
Water Analysis	2,100	1,594	2,100	4,322	3,000
Water Meter Project	45,000	31,041	5,000	6,989	0
Capital Reserve	10,000	10,000	20,000	20,000	35,000
Total Expenses	148,380	126,450	118,960	118,026	131,530